



3779 Grey Eagle Drive
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Phone: 403.385.3777

25-1478-RFQ
Grey Eagle Resort & Casino
Request for Quote for Supply, Delivery and Maintenance of Water Coolers

The Grey Eagle Resort & Casino (Grey Eagle) seeks to invite suitable qualified service providers to supply, deliver and maintain water coolers for the Grey Eagle. The successful vendor will be chosen based on qualifications and price. All items are to be shipped to address information listed in this Request for Quote.

Prices quotes must be in Canadian (CND) Dollars and the prices listed shall be the total cost to the Grey Eagle including all shipping /freight, enviro fees, duties, license costs, fees, insurance and all other charges including applicable taxes as itemized in the pricing schedule provided.

The prices listed in the bid submission shall be valid for thirty (30) days from the submission deadline date.

Grey Eagle reserves the right to contact any or all bidders to clarify their submission.

All equipment must be new; no refurbished, repackaged or used water coolers are acceptable.

Standard warranty to be included, unless already specified. Provide quote and details on any extended warranty options as an attachment to this form. The successful vendor shall provide order confirmation and tracking information.

You are invited to submit a quote for the price(s) at which you are prepared to supply or provide the goods, materials or services meeting the description and specifications noted below. Unless otherwise expressly stated by the supplier, quoted prices are deemed to include the costs of packaging, crated or other shipping materials or containers, and freight or any other delivery costs, prepaid FOB or Delivery Point. You must commit to a firm delivery or completion date.

Submit your completed form to the Grey Eagle contact information **before the Submission Deadline.**

DATE ISSUED: March 19, 2025

SUBMISSION DEADLINE: March 28, 2025 @ 2pm MST

All inquires regarding the request for quote must be directed to the Grey Eagle Procurement contact listed within this document.

Grey Eagle gives no assurance that it will issue purchase order or contract to the supplier providing the lowest price quote or any price quote.

Grey Eagle thanks all suppliers for their interest; however only the supplier awarded a contract will be contacted.

SCOPE OF WORK

Grey Eagle hereby invites suitably qualified service providers for the supply, delivery & maintenance of water coolers for two (2) years with three (3) one year renewal options.

- Provide on rental basis, Twelve (12) standing water coolers and dispensers with 5 Gallon or 18.9L - 20litre capacity
- Provide a sanitation and servicing of coolers at a minimum every six months
- Maintain and repair the coolers as and when necessary or on the request of GERC

Quantity details:

Quantities: Twelve (12) Freestanding standard water coolers (Option for both Cold dispensers and Hot & cold dispensers) as not all Casino locations will not require Hot and Cold dispensers;

- Quantities: Thirty (30) purified water bottles per month (size of the bottles 5 Gallon or 18.9L - 20litre capacity)

Water cooler specifications:

- Supply polycarbonate bottles with handle or equivalent;
- Supply stand-alone units and freestanding bottle-type;
- Non-spill cap to prevent splashing;
- Built-in handle reducing the risk of injury when being replaced;
- Quick and easy to clean water coolers/bottles;
- Compressor cooling capability;
- Cooling capacity: 3.0 lt/hr at 10 C or equivalent;
- Heating capacity: 5.0 lt/hr at 90 C or equivalent;
- Ambient operation temperatures: 10 C – 38 C or equivalent;
- Cooling power consumption: 112 W or equivalent;
- Heating power consumption: 00 W or equivalent;
- Dimensions: 31 x 31 x 96 cm or equivalent; and
- Net weight: 17.0 kg or equivalent

Water coolers maintenance

- Maintenance of water coolers, at the Service Provider's cost, for the duration of the contract;
- Free replacement of faulty water coolers by the Service Provider, for the duration of the contract, and
- All the water cooler, spares/consumables used for this contract must be purchased from original suppliers and shall be brought to the site in original packing. Collection of empty bottles by the Service Provider.

Special conditions of the Contract

- Grey Eagle may, at its sole discretion, award the services or any part thereof to the service provider;
- Any damage to the water coolers/bottles should be reported to Grey Eagle immediately and it will be the responsibility of the service provider to replace the damaged water coolers at no cost.
- This contract is valid for two (2) years with three (3) one (1) year renewal options from the effective date;
- The water coolers should have environmentally friendly cooling systems;

- All bottled water should have a visible seal when arriving at the Grey Eagle;
- Costs should be inclusive of taxes and annual escalation;
- Water quality certificates shall be submitted by the winning bidder upon notice of awarded contract;
- Grey Eagle will liaise with the service provider as per the quantities required for that month depending on the consumption, if additional quantities are required then the service provider will invoice Grey Eagle based on the delivered quantities for that month. If no additional water is ordered, the Service Provider will not claim the amount as part of the contract (maximum) of 30 (20L) bottles; and
- The Service Provider must indicate the validity period of warranty/guarantee applicable.

COMPULSORY DOCUMENTS

- The bidder must have relevant experience in providing water supply services to corporate offices.
- The bidder must provide atleast two (2) references of current or previous contracts in supplying and delivery of purified water and water coolers in the past three (3) years.
 - Reference letters must under the client-company letterhead that confirms that the company is supplying or has previously supplied water coolers. (Reference letters should contain the following detail: Client’s company name, name and position of the person who may be contacted with telephone numbers and description of services).
- Detailed invoice on company letterhead to be submitted with the pricing schedule. The intent is to gain an understanding of water contractors invoicing process.
- Current or most recent proof of local and provincial clean water testing

PRICING SCHEDULE

Description of good and services	Quantity	Rental per month (excluding taxes)	Cost over the initial two (2) year contract
Rental: Standard cold-water coolers/dispensers	12	\$	\$
Rental: Hot/Cold water cooler dispensers	12	\$	\$
Supply purified bottled water	30 (5 Gallon) bottles	\$	\$
Sanitation and servicing of coolers every 6 months	6	\$	\$
		Sub-Total:	\$
		GST (if applicable):	\$
		PST (if applicable):	\$
		Total Cost:	\$

PROPOSAL SUBMISSION

Closing Date: March 28th, 2025

Time: @ 2:00 MST

Attention: Jessica Terlesky

Email: jterlesky@greyeagle.ca

Kindly submit your quotation electronically. No requests for in person meetings or hand delivered bid submissions will be accepted.

Contract Commencement Date: Will be provided at the time of award

Notes from Bidder:

Supplier Company Name and Address

Signature of authorized person

Name (Please print)

Date

Phone Number

Email address

Fax Number